



**MAPÚA**  
MALAYAN COLLEGES  
LAGUNA

**ĈEBUANA**  
LHUIILLIER

**M L HUIILLIER**  
Tulay ng PaMLyang Pilipino®

# HOW TO PAY THROUGH CEBUANA & M L HUIILLIER



Locate the nearest Cebuana or M Lhuillier Branch.





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Request for the  
Bills Payment Slip  
& fill up according  
to your needs.

*(refer to next page)*

Bills Payment Slip				
<small>TRANSACTION TYPE (Please select the appropriate box to indicate the transaction type):</small>				
<input type="checkbox"/> SENDING <input type="checkbox"/> PAYOUT <input type="checkbox"/> AMEND <input type="checkbox"/> REFUND <input type="checkbox"/> CANCEL				
<small>SENDER (First Name-Mi-Last Name)</small>			<small>Sending / Expected Amount: PHP</small>	<small>Charges: PHP</small>
NAME:		VIP #:		<small>Receiver's Pera Card Number (only if applicable)</small>
<small>RECEIVER (First Name-Mi-Last Name)</small>				
NAME:		VIP #:		<small>Control Number (for payout/amend/refund/cancel)</small>





# YOU MAY NOW PAY YOUR SCHOOL FEES AT ANY **CEBUANA LHUILLER** AND **M LHUILLER** BRANCH NATIONWIDE

Simply visit the branch nearest you and fill out the following in the **BILLS PAYMENT SLIP:**

## **PAYMENT FOR TUITION FEES** >>

**Biller's Name:**  
MALAYAN COLLEGES  
LAGUNA, INC. \*

**Account Number:**  
STUDENT NUMBER

**Account Name:**  
STUDENT NAME

## **PAYMENT FOR BACK ACCOUNTS, PENALTIES, AND OTHER CHARGES (DOCUMENT REQUESTS)** >>

**Biller's Name:**  
MALAYAN COLLEGES  
LAGUNA, INC. \*

**Account Number:**  
2020654321 \*\*

**Account Name:**  
STUDENT NAME

## **REMINDERS:** >>

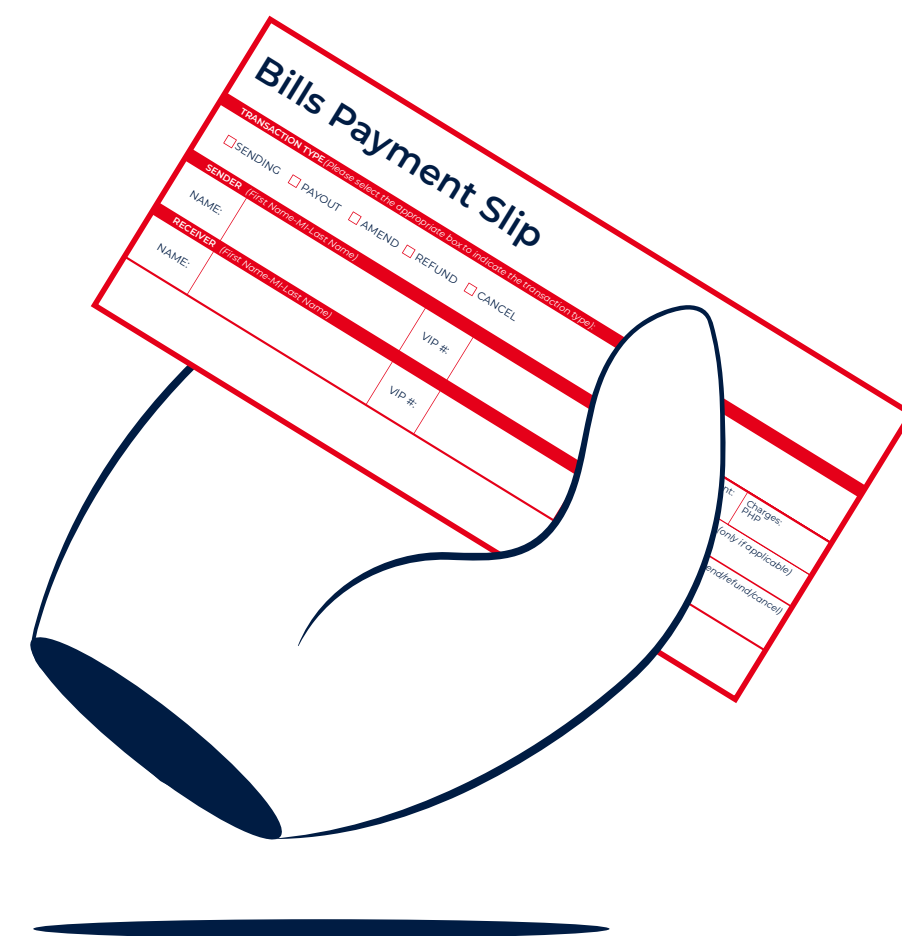
- All payments will be electronically transmitted and uploaded to student's account the next business day.
- Only CASH payments are accepted.
- A convenience fee of Php 15.00 per transaction is charged to the customer.

\* Please make sure to write only the correct Biller's Name - Malayan Colleges Laguna, Inc. - as MCL's bank account is separate and distinct from Mapúa University.

\*\* This Reference Number must be used as the Account Number for payments of back account, penalty, and other charges (document requests).

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Present the Bills Payment Slip along with the amount to be paid to the authorized personnel to process your payment.



4

Receive a copy of the Bills Payment Slip that will be given to you as proof of payment.

Bills Payment Slip COPY			
<b>TRANSACTION TYPE</b> <small>(Please select the appropriate box to indicate the transaction type):</small>			
<input type="checkbox"/> SENDING <input type="checkbox"/> PAYOUT <input type="checkbox"/> AMEND <input type="checkbox"/> REFUND <input type="checkbox"/> CANCEL			
<b>SENDER</b> <small>(First Name-MI-Last Name)</small>			<small>Sending / Expected Amount: PHP</small>
NAME:		VIP #:	<small>Charges: PHP</small>
			<small>Receiver's Pera Card Number (only if applicable)</small>
<b>RECEIVER</b> <small>(First Name-MI-Last Name)</small>			<small>Control Number (for payout/amend/refund/cancel)</small>
NAME:		VIP #:	





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You have now successfully paid using CEBUANA or M LHUIILLIER! Kindly check your OneMCL account the next banking day for the posting of your payment.

For unposted payments, kindly email:

[treasury@mcl.edu.ph](mailto:treasury@mcl.edu.ph)



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## FREQUENTLY ASKED QUESTIONS

### What is the CEBUANA and M LHUIILLIER Bills Payment Service?

It is a collection facility of MCL that enables CEBUANA and M LHUIILLIER to accept CASH payments for MCL tuition fees, back accounts, penalties, and other charges (document requests).

### Where can I pay my Tuition Fee using CEBUANA and M LHUIILLIER?

You can pay your tuition fee at all CEBUANA and M LHUIILLIER branches nationwide.

### How can I claim my Official Receipt?

Just visit the Treasury Office and present your validated Bills Payment Slip to claim your Official Receipt.

### How would I know if my payment has been remitted/posted to my MCL account?

Just log on to your OneMCL account and view your payment history. Normally, posting of these payments are done the next business day.

### How long does it take to validate my payment through CEBUANA and/or M LHUIILLIER?

Collection for the day is validated and uploaded in the OneMCL system not later than the following business day. For collections received during Fridays and Saturdays, validation will be done on the next business day.





**For more information, you may contact the following Helplines:**

**Mobile Numbers:**

0909 061 3936

0951 979 1096

**E-mail Address:**

treasury@mcl.edu.ph

**Availability of Helplines**

**& On-site Business Hours:**

Mondays to Saturdays

9:00 AM to 4:00 PM